



## Minutes

### **Selection Committee Meeting for City-Wide “Form-Based” Code Bid No. 22-RFQ-04**

**Monday, October 3<sup>rd</sup>, 2022 @ 1:00 p.m.  
Council Chamber, City Hall**

#### **1. CALL TO ORDER**

The meeting was called to order at 1:03 p.m.

Selection committee members present: Zach Ciciera, Jenette Collins, Chris Ensing, Brian Herrmann, Joe Meek, Sr.

Other Staff Present: City Clerk Mia Fink, Deputy Clerk Sabrinna Utter

#### **2. PUBLIC INPUT**

*(Time Limit of Three Minutes)*

No one spoke for or against.

#### **3. OFFICIAL RANKING AND SCORING**

Committee discussion was held regarding springs protection, stormwater management and flood plain considerations, as well as grant funding opportunities.

Procedural questions were addressed by the Clerk and scoring sheets (“Attachment A”) were submitted for official scoring and ranking.

The City Clerk announced final scores of the two firms (Dover, Kohl & Partners 415 and Stringfellow and Associates 457).

#### **4. RECOMMENDATION DEVELOPMENT**

Committee discussion was held regarding the proposals, results and next steps.

#### **5. ADJOURNMENT**

Meeting was adjourned at 1:48 p.m.

**ATTACHMENT A**  
**INDIVIDUAL SCORING SHEETS**

DK & P

6. IF FOR SOME REASON THE CITY AND THE WINNING TEAM ARE UNABLE TO REACH AN AGREEMENT FOR A CONTRACT, THE SAME NEGOTIATION PROCESS SHALL TAKE PLACE WITH THE SECOND PLACE TEAM, ETC.

Evaluation Committee Criteria	Maximum Score
1. Experience, qualifications, availability, and references of the Project Director.	10 points
2. Experience, qualifications, availability, and references of the Project Manager as well as his or her knowledge of: <ul style="list-style-type: none"> <li>• form-based codes</li> <li>• the rural to urban transect</li> <li>• mixed-use "urban centers" and "crossroads"</li> <li>• traditional neighborhood development (TND)</li> <li>• the pedestrian shed</li> <li>• the 5-minute walk radius and the 15-minute city</li> <li>• light imprint stormwater infrastructure, including FEMA floodproofing</li> <li>• missing middle housing</li> <li>• context-based and interconnected street design and other new urban tools that may be included in such a document.</li> </ul>	15 points
3. Team's experience with Form-Based <u>Zoning Codes</u> , including city-wide Unified Development Codes that are form-based.	15 points
4. Team's experience with Form-Based Codes, including: <ul style="list-style-type: none"> <li>• Thoroughfares as well as State Highways / Thoroughfares</li> <li>• Light Imprint / Low Impact Stormwater standards</li> <li>• FEMA floodproofing requirements</li> <li>• State laws and regulations, including the manner in which such standards are enabled, written, and implemented.</li> </ul>	15 points
5. Success of the team in drafting and adopting Form Based Codes in other communities, including similar sized cities.	15 points
6. Team's illustrative and graphic skills.	15 points
7. The quality of the example Codes provided to staff, specifically the format, ease of use, renderings and graphics, infusion of new urban elements that are commonplace as well as those that are more unique.	15 points
<b>TOTAL POSSIBLE SCORE</b>	<b>100 Points</b>

10  
10  
10  
0  
10  
0  
5  
55

**IX. PROPOSED TIMELINE – CRITICAL DATES AND ACTIONS**

**A. SUBMITTAL SCHEDULE AND REGULATIONS**

**a. REQUIREMENTS AND PROCEDURES**

The schedule as listed below is the City's intended course of action for this project. The City will follow the schedule to the extent possible; however, the City reserves the right to change both the sequence and timing if deemed necessary.

Joe meek

DK & P

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Evaluation Committee Criteria	Maximum Score	
1. Experience, qualifications, <u>availability</u> , and references of the Project Director.	10 points	8
2. Experience, qualifications, availability, and references of the Project Manager as well as his or her knowledge of: <ul style="list-style-type: none"> <li>• form-based codes</li> <li>• the rural to urban transect</li> <li>• mixed-use “urban centers” and “crossroads”</li> <li>• traditional neighborhood development (TND)</li> <li>• the pedestrian shed</li> <li>• the 5-minute walk radius and the 15-minute city</li> <li>• light imprint stormwater infrastructure, including FEMA floodproofing</li> <li>• missing middle housing</li> <li>• context-based and interconnected street design and other new urban tools that may be included in such a document.</li> </ul>	15 points	15
3. Team’s experience with Form-Based Zoning Codes, including city-wide Unified Development Codes that are form-based.	15 points	12
4. Team’s experience with Form-Based Codes, including: <ul style="list-style-type: none"> <li>• Thoroughfares as well as State Highways / Thoroughfares</li> <li>• Light Imprint / Low Impact Stormwater standards</li> <li>• FEMA floodproofing requirements</li> <li>• State laws and regulations, including the manner in which such standards are enabled, written, and implemented.</li> </ul>	15 points	15
5. Success of the team in drafting and adopting Form Based Codes in other communities, including similar sized cities.	15 points	10
6. Team’s illustrative and graphic skills.	15 points	10
7. The quality of the example Codes provided to staff, specifically the format, ease of use, renderings and graphics, infusion of new urban elements that are commonplace as well as those that are more unique.	15 points	12
<b>TOTAL POSSIBLE SCORE</b>	<b>100 Points</b>	<b>82</b>

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Chris

Jenette Collins

Dover Kohl & Partners

**ITEMS FOR CITY'S EVALUATION COMMITTEE TO REVIEW AND SCORE IN ORDER TO SELECT THE WINNING TEAM ON MONDAY, OCTOBER 3<sup>rd</sup> 2022:**

<b>Evaluation Committee Criteria</b>	<b>Maximum Score</b>	
1. Experience, qualifications, availability, and references of the Project Director.	10 points	10
2. Experience, qualifications, availability, and references of the Project Manager as well as his or her knowledge of: <ul style="list-style-type: none"><li>• form-based codes ✓</li><li>• the rural to urban transect ✓</li><li>• mixed-use "urban centers" and "crossroads" ✓</li><li>• traditional neighborhood development (TND) ✓</li><li>• the pedestrian shed ✓</li><li>• the 5-minute walk radius and the 15-minute city</li><li>• light imprint stormwater infrastructure, including FEMA floodproofing ✓</li><li>• missing middle housing</li><li>• context-based and interconnected street design and other new urban tools that may be included in such a document.</li></ul>	15 points	13
3. Team's experience with Form-Based Zoning Codes, including city-wide Unified Development Codes that are form-based.	15 points	14
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<b>TOTAL POSSIBLE SCORE</b>	<b>100 Points</b>	<b>88</b>

BRIAN  
HERRMANN

DOVER, KOHL & PARTNERS

ITEMS FOR CITY'S EVALUATION COMMITTEE TO REVIEW  
AND SCORE IN ORDER TO SELECT THE WINNING TEAM ON  
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POINTS

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<b>TOTAL POSSIBLE SCORE</b>	<b>100 Points</b>	<b>96</b>

SUPERB!  
MOST  
QUALIFIED  
VECTOR

SUPERB  
EXTREMELY  
QUALIFIED  
JASON

PARK AVE.  
BRADENTON  
BOUNDARY ST.  
PUNTA  
GORDA

PARK AVE.  
BRADENTON  
BOUNDARY  
PUNTA  
GORDA

SEE ABOVE  
JAMES  
DOUGHERTY  
(ABOVE)

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<b>TOTAL POSSIBLE SCORE</b>	<b>100 Points</b>	<b>94</b>

Zach Ciciera DK+P

94  
DK+P

String Follow

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75

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Joe meek



# STRINGFELLOW

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Janette Collins

# Stringfellow Planning & Design

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BRIAN HERRMANN

# STRING FELLOW

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PROVIDED AND COMPLETE, DIVERSE, SIGNIFICANT STEPHENSON & STRINGFELLOW

GROVELAND I DRIVE PINE CASTLE SR 50 GROVELAND I DRIVE PINE CASTLE SR 50

GROVELAND HARDT & RODGERS

GROVELAND

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STRINGFELLOW

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